

Your Role as a Cervical Screening Provider Lead (Formerly Hospital Based Programme Co-ordinator)

One / Two Day training sessions

5th & 6th June 2019

Wakefield

Further information and application forms for any of our courses are available from our Administration Team:

Administration: Wakefield 0113 246 6330
Manchester 0161 276 5114
Email sht-tr.nepsec@nhs.net

Cervical Screening Provider Lead/Hospital Based Programme Co-ordinator Training

These one day events have been put together in association with the NHSCSP Cervical Cancer Audit Management Group to help guide both new and experienced Cervical Screening Provider Leads (formerly known as Hospital Based Programme Co-ordinators (HBPCs)) through the various aspects of the job role and update them on recent changes within the NHSCSP. Various speakers, many of them experienced CSPLs, will cover the many different topic areas that the CSPL will encounter in undertaking their role.

We are hoping that all Cervical Screening Provider Leads and representatives from all QA Regions will attend.

Day one is aimed specifically at those new to post and while experienced CSPLs are welcome to attend some aspects of this day may appear a little straightforward.

Day two is aimed more at those who have been in post and will concentrate on the invasive cancer audit and disclosure with an update on recent results and sessions relating to disclosure and medico legal aspects of the audit

These events are IBMS accredited.

These days are being managed by the North of England Pathology and Screening Education Centre and all enquires about the events themselves should be made to their team;

Tel: 0113 246 6330

E-mail: sht-tr.nepsec@nhs.net

Learning Outcomes:

At the end of the day participants should better understand;

- Your roles and responsibilities as a CSPL/HBPC
- NHSCSP document 25 and in particular the new KPI's.
- The lines of accountability for the CSPL/HBPC role in relation to the Trust Board
- Better understand what to present to Trust-wide clinical governance committees (that covers lab and Gynae practice or equivalent)
- Your responsibilities with regard to the NHSCSP Confidentiality and Disclosure Policy/ Information Governance
- The role of the CSPL/HBPC in Governance
- The role of the CSPL/HBPC in Incident Management
- why the audit is undertaken
- understand the difference between this audit and audit undertaken as part of disclosure
- understand the differences between this audit and medico-legal review
- be aware of the key results from the first five years of the audit

Venue:

This event will be held in Wakefield and details of the venue are included below.

NEPSEC: Unit 3 Wakefield Office Village, Fryers Way, Silkwood Park, Wakefield, WF 59TJ

The centre is situated in a commercial site in Silkwood Park close to Junction 40 of the M1. We are 20 miles from Leeds Bradford airport, 13 miles from Leeds City railway station and just 2 miles from both Wakefield railway stations. Leeds Bradford Airport is approximately 60 minutes by taxi.

Should it be required accommodation is available adjacent to the Training Centre at the Ramada Hotel: <http://www.ramada.co.uk/hotels/united-kingdom/yorkshire/ramada-wakefield/hotel-overview>

Rates are available from just £53 and might be cheaper on the various commercial sites.

Car parking:

Free car parking is available both at the training centre and at the Hotel.

Further details and an application form are available from our administration team

Wakefield: Tel: 0113 246 6330 Email: sht-tr.nepsec@nhs.net

Course Faculty:

Speakers on the day will be drawn from members of the NHSCSP Cervical Cancer Audit Management Group which includes:

Mr P Bullock Speciality Director, Pathology, CSPL & Consultant Healthcare Scientist in Cytology, Gloucestershire Hospitals NHS Foundation Trust

Dr A Boon Consultant Pathologist, Harrogate Hospital

Ms A Castanon Epidemiologist, Centre for Cancer Prevention, Wolfson Institute of Preventive Medicine, Queen Mary University of London

Mrs A Cropper Consultant BMS and Cervical Screening Provider Lead, Royal Derby Hospital

Mr H Patel Consultant BMS and Cervical Screening Provider Lead
Barnet and Chase Farm Hospitals

Mrs P Pearmain Head of Screening Quality Assurance, Screening Quality Assurance Service (Midlands & East), PHE Screening

Ms J Underhill Nurse Colposcopist & Cervical Screening Provider Lead,
Worcestershire Acute Hospitals NHS Trust

Dr C Redman Consultant Pathologist, University Hospitals Coventry and Warwickshire

In addition, Dr Julien Brady Consultant Gynaecologist & Lead for Gynaecological Oncology & Colposcopy, Bedford Hospital, who has over 10 years' experience and expertise in cervical screening and pre-malignant disease of the cervix.

Cost:

This event is £120 per day or just £200 when booking both days.

(NHS Participants attending from North West, East Midlands and North East, Yorkshire and Humber NHS regions will incur a £15 per day administration fee only).

Lunch and refreshments will be provided.

Early registration is recommended. Places will be allocated on a first come first served basis.

Course Programme - 5th June 2019

Day One: How to be a CSPL

9:00	Registration and pre-course assessment quiz	
9:15	Welcome and Update on the NHSCSP <i>An overview and update on the NHSCSP for those CSPLs based in colp clinics/ histo labs and not necessarily as up to speed as many others on the programme in general</i>	P Pearmain
10:00	An Introduction to the role and an overview of your responsibilities <i>Will also include a short overview of Cx service specification documentation and the new KPI's. It will also cover; What are the lines of accountability for the CSPL role to the Trust Board? Arrangements for internal multidisciplinary management/business meetings to discuss cervical screening service issues within the Trust? What to present to Trust-wide clinical governance committees (that covers lab and Gynae practice or equivalent) Your responsibilities with regard to the NHSCSP Confidentiality and Disclosure Policy/ Information Governance</i>	P Bullock / J Underhill
11:20	Coffee	
11:45	The CSPL and Governance	P Bullock
12:30	Lunch	
1:15	Incident Management	P Pearmain
2:15	Invasive audit reviews; practical issues <i>A session that will take you through how to do the audit, form filling etc.</i>	H Patel
3:15	Coffee	
3:30	A case study <i>A worked through specific example.</i>	H Patel
4:00	Annual reports and how to approach them <i>What to include in the annual reports (not audit reports)</i>	A Cropper
4:45	Post course assessment quiz, Evaluations & Finish	

Course Programme - 6th June 2019
Day Two: Disclosure & the Audit

9:00	Registration and pre-course assessment quiz	
9:15	Formal reports; when, who to, what to include? <i>Focusing on what CSPL/HBPC needs to put in reports as requested by their own Trust legal service</i>	A Cropper
10:15	Audit & disclosure – A view from the centre <i>A view from the centre on disclosure and how it links with duty of candour</i>	P Pearmain
11:00	<i>Coffee</i>	
11:20	Disclosure – The CSPL prospective	A Cropper
12:15	<i>Lunch</i>	
1:00	Disclose and be damned	J Brady
1:40	The Invasive audit, why it's worth it. A summary of findings so far <i>An update on the latest data from the audit</i>	A Castanon
2:45	<i>Coffee</i>	
3:00	Medico-legal aspects and the impact of your reports <i>What to include and exclude from your audit reports and what sort of terminology / language to avoid should cases come to litigation further down the line.</i>	A Boon
4:00	Post course assessment quiz, Evaluations & Finish	